

Year 6 Annual Report
Massachusetts Small MS4 General Permit
Reporting Period: July 1, 2023-June 30, 2024

Please DO NOT attach any documents to this form. Instead, attach all requested documents to an email when submitting the form. Also ensure any websites included on this form are to publicly accessible sites

Unless otherwise noted, all fields are required to be filled out. If a field is left blank, it will be assumed the requirement or task has not been completed. Please ONLY report on activities between July 1, 2023 and June 30, 2024 unless otherwise requested.

Part I: Contact Information

Name of Municipality or Organization:

EPA NPDES Permit Number:

Primary MS4 Program Manager Contact Information

Name: Title:

Street Address Line 1:

Street Address Line 2:

City: State: Zip Code:

Email: Phone Number:

Stormwater Management Program (SWMP) Information

SWMP Location (publicly available web address):

Date SWMP was Last Updated:

If the SWMP is not available on the web please provide the physical address:

Part II: Self-Assessment

First, in the box below, select the impairment(s) and/or TMDL(s) that are applicable to your MS4. Make sure you are referring to the most recent EPA approved Section 303(d) Impaired Waters List which can be found here: <https://www.epa.gov/tmdl/region-1-impaired-waters-and-303d-lists-state>

Impairment(s)

<input checked="" type="checkbox"/> Bacteria/Pathogens	<input checked="" type="checkbox"/> Chloride	<input type="checkbox"/> Nitrogen	<input checked="" type="checkbox"/> Phosphorus
<input type="checkbox"/> Solids/ Oil/ Grease (Hydrocarbons)/ Metals			

TMDL(s)

<i>In State:</i>	<input type="checkbox"/> Assabet River Phosphorus	<input checked="" type="checkbox"/> Bacteria and Pathogen	<input type="checkbox"/> Cape Cod Nitrogen
	<input type="checkbox"/> Charles River Watershed Phosphorus	<input type="checkbox"/> Lake and Pond Phosphorus	
<i>Out of State:</i>	<input type="checkbox"/> Bacteria/Pathogens	<input type="checkbox"/> Metals	<input type="checkbox"/> Nitrogen
			<input type="checkbox"/> Phosphorus

Clear Impairments and TMDLs

Next, check off all requirements below that have been completed. By checking each box you are certifying that you have completed that permit requirement fully. If you have not completed a requirement leave the box unchecked. Additional information will be requested in later sections.

Annual Requirements

- Provided an opportunity for public participation in review and implementation of SWMP and complied with State Public Notice requirements
- Kept records relating to the permit available for 5 years and made available to the public
- The SSO inventory has been updated, including the status of mitigation and corrective measures implemented
 - This is not applicable because we do not have sanitary sewer
 - This is not applicable because we did not find any new SSOs
 - The updated SSO inventory is attached to the email submission
 - The updated SSO inventory can be found at the following publicly available website:

- Updated system map due in year 10 with information from completed catchment investigations
- Provided training to employees involved in IDDE program within the reporting period
- Properly stored and disposed of catch basin cleanings and street sweepings so they did not discharge to receiving waters
- All curbed roadways were swept at least once within the reporting period
- Enclosed all road salt storage piles or facilities and implemented winter road maintenance procedures to minimize the use of road salt
- Implemented SWPPPs for all permittee owned or operated maintenance garages, public works yards, transfer stations, and other waste handling facilities

- Updated inventory of all permittee owned facilities as necessary
- O&M programs for all permittee owned facilities have been completed and updated as necessary
- Implemented all maintenance procedures for permittee owned facilities in accordance with O&M programs
- Implemented program for MS4 infrastructure maintenance to reduce the discharge of pollutants
- Inspected all permittee owned treatment structures (excluding catch basins)

Optional: If you would like to describe progress made on any incomplete requirements listed above or provide any additional details, please use the box below:

Town-wide catchment investigations are still ongoing. Chloride impairment was identified in the most recent Integrated Report; sodium chloride use has been minimized and optimized. Chloride Plan has not yet been written but will be within the required timeframe.

Bacteria/ Pathogens (Combination of Impaired Waters Requirements and TMDL Requirements as Applicable)

Annual Requirements

*Public Education and Outreach**

- Annual message was distributed encouraging the proper management of pet waste, including noting any existing ordinances where appropriate
- Permittee or its agents disseminated educational material to dog owners at the time of issuance or renewal of dog license, or other appropriate time
- Provided information to owners of septic systems about proper maintenance in any catchment that discharges to a water body impaired for bacteria
 - This is not applicable because there are no septic systems present

* *Public education messages can be combined with other public education requirements as applicable (see Appendix H and F for more information)*

Optional: If you would like to describe progress made on any incomplete requirements listed above or provide any additional details, please use the box below:

Approx. 30 septic systems remain and each owner had been provided with maintenance education within the past 2 years.

Chloride

Annual Requirements

Public Education and Outreach

- Included an annual message in November/ December to private road salt applicators and commercial industrial site owners on the proper storage and application rates of winter deicing material, along with the steps that can be taken to minimize salt use and protect local waterbodies

The following type(s) of salt were applied **during this reporting period (year 6):**

- Sodium chloride
- Calcium chloride
- Potassium chloride

Magnesium chloride

Brine solution

Total amount of salt applied **during this reporting period (year 6)** including units:

1700 tons

Optional: If you would like to describe progress made on any incomplete requirements listed above or provide any additional details, please use the box below:

This is the first year of Chloride impairment requirements for Burlington, so commercial property owners were not notified of storage and application rates in Year 6 but had been notified in Year 2 (900 brochures with quarterly commercial water/sewer bill) and will be reminded in Year 7. Standard Operating Procedures for Winter Road Maintenance have been in place since 2019 and are being implemented.

Phosphorus (Combination of Impaired Waters Requirements and TMDL Requirements as Applicable)

Annual Requirements

*Public Education and Outreach**

- Distributed an annual message in the spring (April/May) encouraging the proper use and disposal of grass clippings and encouraging the proper use of slow-release and phosphorus-free fertilizers
- Distributed an annual message in the summer (June/July) encouraging the proper management of pet waste, including noting any existing ordinances where appropriate
- Distributed an annual message in the fall (August/September/October) encouraging the proper disposal of leaf litter

* *Public education messages can be combined with other public education requirements as applicable (see Appendix H and F for more information)*

Good Housekeeping and Pollution Prevention for Permittee Owned Operations

- Increased street sweeping frequency of all municipal owned streets and parking lots subject to Permit part 2.3.7.a.iii.(c) to a minimum of two times per year (spring and fall)

Structural BMPs

- Installed a structural BMP as a demonstration project within the drainage area of the water quality limited water or its tributaries. The type of BMP installed is (e.g. *biofiltration*):

[Redacted]

- Any structural BMPs already existing or installed in the regulated area by the permittee or its agents was tracked and the phosphorus removal by the BMP was estimated consistent with Attachment 3 to Appendix F. The BMP type, total area treated by the BMP, the design storage volume of the BMP, and the estimated phosphorus removed in mass per year by the BMP were documented.

- No BMPs were installed
- The above referenced BMP information is attached to the email submission
- The above referenced BMP information can be found at the following publicly available website:

[Redacted]

Total estimated phosphorus removed in **lbs/year** from the installed BMPs: 11.8

Optional: If you would like to describe progress made on any incomplete requirements listed above or provide any additional details, please use the box below:

Funding was acquired for the demonstration retrofit project and design was completed in year 6. Construction could not be initiated until the beginning of Year 7. The demonstration project will involve a 900sf reduction in impervious surface and installation of two 1,000-gallon drywells (will use the BMP performance curve for infiltration trench).

Optional: Use the box below to provide any additional information you would like to share as part of your self-assessment:

Part III: Receiving Waters/Impaired Waters/TMDL

Have you made any changes to your lists of receiving waters, outfalls, or impairments since the NOI was submitted?

- Yes
- No

If yes, describe below, including any relevant impairments or TMDLs:

Vine Brook (MA83-06 in Burlington) now impaired for Curly Leaf Pondweed, Benthic macroinvertebrates, chloride, DO E. Coli and TSS. In the NOI application it was impaired for E. coli only.

Long Meadow Brook (MA83-11 In Burlington) now has a TMDL for E. coli and Fecal coliform. E. coli was an impairment when the NOI was submitted.

Sandy Brook (MA83-13 in Burlington) now has a TMDL for E. coli and Fecal coliform. E. coli was an impairment when the NOI was submitted.

Lubbers Brook (MA92-05 outside Burlington) now requires a TMDL for E. Coli and DO and is impaired by dewatering. But no longer impaired for for non-native plants or siltation

Ipswich River (MA92-06 outside Burlington) now requires a TMDL for Benthic macroinvertebrates, DO, Fish bioassessments and mercury in Fish Tissue. DO and mercury were noted as impairments in the NOI.

Maple Meadow Brook (MA92-04 outside Burlington) now requires a TMDL for DO and is impaired by dewatering.

The Mystic River Watershed, which extends into the southeastern portion of the Town of Burlington, received an Alternative TMDL for Phosphorus in 2020. Burlington was already listed as a municipality that discharges to waterbodies that are impaired due to phosphorus, or their tributaries.

Part IV: Minimum Control Measures

Please fill out all of the metrics below. If applicable, include in the description who completed the task if completed by a third party.

MCM1: Public Education

Number of educational messages completed **during this reporting period:** 20

*Below, report on the educational messages completed **during this reporting period**. For the measurable goal(s) please describe the method/measures used to assess the overall effectiveness of the educational program.*

BMP: Salt/de-icing use and storage (1-B)

Message Description and Distribution Method:

Original description: Develop & distribute salt/de-icing materials use & information.

Original goal: Disseminate to all commercial property owners, and include in DPW commercial bills (record numbers sent).

Year 6: Distributed tips about skipping salt by making your own brine, and avoiding getting pollutants, including salt, into stormwater and streams.

Targeted Audience: Residents + Businesses, institutions and commercial facilities

Responsible Department/Parties: Conservation Department

Measurable Goal(s):

Social media post on Burlington Conservation Facebook about making and using brine on 1/29/24 reached 145 with 157 impressions; Tweet with same message on 01/20/2024 had 199 impressions and 8 engagements.

Shared MyRWA video post to Conservation Facebook about stormwater pollution on 11/30/23 reached 32 with 45 impressions and on 1/15/24 reached 69 with 74 impressions.

MyRWA shared video (English) about pollutants, including salt, to MyRWA's Facebook Page on 12/18/2024 with 317+2982 Impressions; 307+2768 People Reached; 10+108 likes; and 4+35 shares

Message Date(s): 11/30/2023, 12/18/2024, 1/15/2024; 1/15/2024

Message Completed for: Appendix F Requirements Appendix H Requirements

Was this message different than what was proposed in your NOI? Yes No

If yes, describe why the change was made:

Using social media more than expected in NOI.

BMP:Stormwater Infiltration Program (1-E)

Message Description and Distribution Method:

Original Description: Conduct program to encourage on-site stormwater infiltration and provide general stormwater facts to the public, using website, local media, social media, Town Events.

Original Goal: record hits on website, stormwater display in library, sell 200 rain barrels, record brochures distributed.

Year 6: Continued to suggest adopting local catchbasins and how to clear them; posted tips on using rain

gardens. Conservation created Sustainable Landscaping web page and adapted Sustainable Landscaping Handbook.

Targeted Audience: Residents; Industrial facilities; Developers (construction); businesses, institutions & comm

Responsible Department/Parties: Conservation Department

Measurable Goal(s):

Facebook posts touting the benefits of raingardens on 7/5/2023 reached 198 with 224 impressions. Facebook post about clearing local stormdrains on 9/14/2023 reached 37 with 45 impressions; stormdrain-clearing post on 8/10/2023 reached 569, with 721 impressions, 10 reactions and 3 shares, DPW reposted next day; Tweet about clearing stormdrains in advance of rain on 03/06/2024 got 219 impressions and 4 engagements.

Facebook post about naming adopted catchbasin on 1/4/2024 reached 1029 with 1100 impressions, 86 clicks and 3 shares, was also shared by DPW with 6 likes and 1 comment - same message tweeted on 01/04/2024 and 01/09/2024, DPW also posted about adopting catchbasins on 11/02/2023; expecting rain so clear a stormdrain post on 3/6/2024 reached 296 with 324 impressions.

Shared video on Facebook from SNEP about using stormwater in your yard on 12/14/2023 reached 29 with 37 impressions. Tweeted same video on 12/15/2023 with 95 impressions and 2 engagements.

Shared video from MyRWA about pollutants reaching waterways on 11/20/2023 reached 32 with 45 impressions. Same video tweeted got 406 impressions and 7 engagements.

Tweet offering new Sustainable Landscaping Handbook on 08/28/2023 got 486 impressions, 58 engagements, and shares by the Planning Department and DPW. Tweet about native ground cover and the Handbook on 11/14/2023 got 220 impressions and 16 engagements

Post about the MS4 program on National Stormwater Day, 11/16/2023, reached 88 with 100 impressions.

Various posts advertising rain barrel purchase option on 2/27/2024 reached 1400 with 1624 impressions, and on 3/6/2024 reached 1709 with 2365 impressions, and on 5/20/2023 reached 122 with 128 impressions. DPW reposted on 02/27/24. Tweet re rain barrels on 02/27/2024 got 169 impressions and 15 engagements. Press release about rain barrel sale in local papers in February 2024. Twitter/X post on 07/02/23 with clean water tip to create a raingarden got 98 impressions and 9 engagements.

Twitter/X post on 07/11/2023 re a decision-making tool for reducing flood risk got 166 impressions and 3 engagements.

Post re how stormwater connects to streams on 2/28/2024 reached 74 with 78 impressions.

MyRWA posts re adopting a stormdrain on 7/19/2023, 10/20/2023, 10/29/2023, 11/11/2023 gained 219+180+86+5664+1124 Impressions; 233+168+73+4664 People Reached, 5+10+0+103+1 likes; 5+9+4+30 shares; 32 comments

MyRWA shared video (English) to MyRWA's Facebook Page on 11/11/2023 gained 131 Impressions, 121 People Reached, 4 likes, 1 shares

MyRWA video post (English) about Equipment Maintenance to MyRWA's Facebook Page on 12/22/2023 gained 261 Impressions, 250 People Reached, 4 likes, 1 share and 0 comments.

MyRWA video (english) post to FB + IG Carousel about Rain Gardens on 07/04/2023 gained 198+830+121 Impressions, 219+643+120 People Reached, 50 likes, 2 shares and 134 comments

MyRWA video (English) post on Low Impact Development to MyRWA's Facebook Page on 09/09/2023 gained 334 Impressions, 343 People Reached, 1 likes.

MyRWA video (English) Close the Lid post to MyRWA's Facebook Page on 08/16/2023 gained 110 Impressions, 116 People Reached, 5 likes, 5 shares

MyRWA video (English) Adopt a Drain posted to MyRWA's Facebook Page on 09/19/2023 gained 117 Impressions, 126 People Reached, 4 likes, 4 shares

Message Date(s): 12+ dates listed above posts by Burlington; 10 dates list above posts by MyRWA

Message Completed for: Appendix F Requirements Appendix H Requirements

Was this message different than what was proposed in your NOI? Yes No

If yes, describe why the change was made:

Using more social media than expected in NOI

BMP: LID (1-G)

Message Description and Distribution Method:

Original description: Encourage consideration and use of LID techniques. Create display in Town Hall Annex lobby, and post additional links and resources on all Town permitting webpages and on social media.

Original goal: Increase LID use. Evaluate whether LID use is being proposed more frequently in permitting applications in each year subsequent to permit implementation in 2018.

Year 6: Continued to encourage LID use, using social media to suggest raingardens, planting with natives and drought-tolerant plants, using rain barrels. Created Sustainable Landscaping web page and adapted and advertised a Sustainable Landscaping Handbook.

Targeted Audience: Developers (construction) & residents

Responsible Department/Parties: Conservation Department

Measurable Goal(s):

All single family houses and some large additions now required to have a stormwater permit and to infiltrate stormwater onsite. Issued 31 permits in permit Year 6.

Created Sustainable Landscaping page including tips on why and how to install a raingarden. Posted about it on FB on 8/28/2023 reaching 775, with 1013 impressions, 49 reactions, 8 shares and 2 comments. Made this a pinned post.

Facebook posts touting the benefits of raingardens on 7/5/2023 reached 198 with 224 impressions.

Shared video from SNEP about using stormwater in your yard on 12/14/2023 reached 29 with 37 impressions.

Post re how stormwater connects to streams on 2/28/2024 reached 74 with 78 impressions.

Issued 4 challenges for Earth Month, including suggestion on 4/25/2024 to test soil to prevent overuse of fertilizers.

MyRWA posted video (English) on Low Impact Development to MyRWA's Facebook Page on 09/09/2023, with 334 Impressions, 343 People Reached, 1 likes, 0 shares and 0 comments.

Message Date(s): 8/28/2023, 7/5/2023, 12/14/2023, 2/28/2024, 4/25/2024, 09/09/2023

Message Completed for: Appendix F Requirements Appendix H Requirements

Was this message different than what was proposed in your NOI? Yes No

If yes, describe why the change was made:

BMP:Dog Waste Reduction (1-I) and Dog Owner Eduction(1-J)

Message Description and Distribution Method:

Original description: Post Scoop the Poop Posters; distribute a message in summer encouraging proper management of pet waste; disseminate educational material to dog owners at time of issuance of dog license or other time.

Original Goal: Reduce number of dog waste bags dumped in catchbasins (1-I) and reach all licensed dog owners. (1-J).

Year 6: Used social media and dog licensing to disseminate message.

Targeted Audience: Residents

Responsible Department/Parties: Clerks Office + Conservation Department

Measurable Goal(s):

The Clerk's Department issued 1500 flyers about the risks of contaminants in dog waste and noting General Bylaw enforcement section with dog license renewals and new dog notices.

Conservation Facebook post about pollutants from roads washing into waterways on 11/30/2023 reached 32 with 45 impressions. A reminder of how our stormwater system connects to streams and wetlands on 02/28/2024 reached 74 with 78 impressions. Reminder to scoop the poop and put the bag in the trash on 04/02/2024 reached 189 with 262 impressions and 2 shares; same tweet got 153 impressions and 8 engagements and 2 reposts.

MyRWA shared Dog Poop video (English) to MyRWA's Facebook Page on 4/30/2024 reached 1141 people, got 1127 Impressions, with 11 likes, 3 shares.

Message Date(s): 11/30/2023, 02/28/2024, 04/02/2024

Message Completed for: Appendix F Requirements Appendix H Requirements

Was this message different than what was proposed in your NOI? Yes No

If yes, describe why the change was made:

Expanded social media use.

BMP: Phosphorus runoff reduction - Grass (1-K) and Leaves (1-L) (inc. Pesticides & Fertilizer)

Message Description and Distribution Method:

Original Description: Distribute annual messages encouraging proper use and disposal of grass clippings and of leaves.

Original goals: Using public presentation(s), website and social media to disseminate message.

Year 6: Used social media, Sustainable landscaping web page and Landscaping Handbook to disseminate message.

Targeted Audience: Residents & Businesses, institutions and commercial facilities

Responsible Department/Parties: Conservation Department

Measurable Goal(s):

Town partnered with Black Earth Compost to offer collection of food waste to residents - pinned post to

Facebook in July 2023, post on 7/27/2023 reached 62 with 71 impressions, post on 7/18/2023 reached 56 with 65 impressions. Tweet on 07/18/2023 re Black Earth option got 404 impressions and 11 engagements. Post about appropriate Halloween recycling and composting on 10/31/2023 reached 50 with 57 impressions. Posts about Sustainable Landscaping page and Handbook on 11/13/2024 reached 145 with 161 impressions, 4 comments, 22 reactions and 2 shares. Note that Burlington schools are composting using Black Earth on 1/19/2024 reached 21 with 29 impressions. Encouraged Spring Cleaning yards and Conservation Areas for Earth Month, post on 4/1/2024 reached 346, with 427 impressions, 12 comments or reactions and tweet got 227 impressions and 27 engagements and 5 reposts. Similar Tweet got 227 impressions and 32 engagements and 5 reposts. Later in Earth Month recommended testing soil to see if short of or has excessive nutrients, post on 4/25/2024 reached 82 with 90 impressions. Same day Tweet got 194 impressions and 16 engagements. Also in Earth Month suggested using native plants in Spring planting, post on 4/08/2024 reached 429 with 542 impressions. Tweet same day got 175 impressions and 7 engagements. Question of what native plants are you using in your yard on 4/11/2024 reached 160 with 172 impressions. Tweet with Clean Water Tip about using less fertilizer on 05/03/2024 got 165 impressions and 8 engagements. MyRWA post video (English) about Grass Clippings to MyRWA's Facebook page and IG reel page on 05/15 2024 that reached 904 + 105, got 1051+105 Impressions, 33 likes, 4 shares and 99 comments.

Message Date(s):

Message Completed for: Appendix F Requirements Appendix H Requirements

Was this message different than what was proposed in your NOI? Yes No

If yes, describe why the change was made:

BMP:Sediment and Erosion Control practices and permitting information (1-C)

Message Description and Distribution Method:

Original description: Develop and distribute sediment and erosion control practices and permitting information. Disseminate to developers/contractors, including licensed utility contractors. Post info on all Town permitting pages.

Original Goal: Assess Conservation & Planning inspections to compare numbers of violations before and after posting. Count number of projects applying for permits. Ensure all information is posted on Town permitting webpages.

Year 6: Distributed information via social media and webpages; used OpenGov/Viewpoint to facilitate and track permitting.

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

Facebook post on 2/20/2024 with tips on minimizing erosion reached 127 and got 138 impressions; similar tweet same day got 172 impressions with 7 engagements.

MyRWA shared video on Low Impact Development MyRWA's Facebook Page on 09/09/2023 reaching 343, with 334 Impressions and 1 like; posted tips about storing materials and equipment properly on 12/12/2023

that reached 250, got 261 impressions, 4 likes and 1 share; also posted tip about keeping trash can lids closed on 08/16/2023 that reached 116, got 110 impressions, 5 likes and 5 shares.

Burlington uses Open Gov/Viewpoint for permitting. Stormwater permitting has been piggybacking off Building Department permitting in recent permit years. New fillable stormwater permit application forms were uploaded in Permit Year 6. These reflected threshold changes for stormwater permitting made in Permit Year 5. Separate stormwater permitting via Open Gov was rolled out at the end of year 6.

Message Date(s): 9/9/2023, 2/20/2024

Message Completed for: Appendix F Requirements Appendix H Requirements

Was this message different than what was proposed in your NOI? Yes No

If yes, describe why the change was made:

Online permitting was not being used in Burlington when SWMP submitted. Retroactive permitting has been reduced throughout the Permit term due to automatic inclusion in various Building permitting applications.

[Add an Educational Message](#)

MCM2: Public Participation

Describe the opportunity provided for public involvement in the development of the Stormwater Management Program (SWMP) **during this reporting period**:

Social Media post "Did you know Burlington has a Stormwater Management Plan" on 7/19/2023 reached 56 via Facebook with 65 impressions ad 5 clicks.

The Stormwater Management Plan (SWMP) is posted in the stormwater management page (here: <https://www.burlington.org/329/Stormwater-Management-Program>), which is linked from both the Conservation and DPW pages and available to anyone who can view the town website. The Stormwater Management page had XX page views in this permit year.

All documentation required in the SWMP, including all brochures produced for public education and outreach, the IDDE Plan and training materials, and all Operations and Maintenance Procedures and Standard Operating Procedures required for the Good Housekeeping MCM are available on the Stormwater Management Page.

Was this opportunity different than what was proposed in your NOI? Yes No

Describe any other public involvement or participation opportunities conducted **during this reporting period**:

The Board of Health ran 2 Hazardous Waste Drives in Permit Year 6. Between the two events we received household hazardous waste from 735 cars. Items collected included batteries, fluorescent light bulbs, oil-based paint, pesticides, pool chemicals, propane tanks and solvent.

MCM3: Illicit Discharge Detection and Elimination (IDDE)

Sanitary Sewer Overflows (SSOs)

Check off the box below if the statement is true.

This SSO section is NOT applicable because we DO NOT have sanitary sewer

Below, report on the number of SSOs identified in the MS4 system and removed during this reporting period.

Number of SSOs identified:

Number of SSOs removed:

MS4 System Mapping

Percent of Phase II map complete:

Optional: Provide additional status information regarding your map:

Most structures are mapped with some degree of accuracy.

Screening of Outfalls/Interconnections

If conducted, please submit any outfall monitoring results from this reporting period. Outfall monitoring results should include the date, outfall/interconnection identifier, location, weather conditions at time of sampling, precipitation in previous 48 hours, field screening parameter results, and results from all analyses. Please also include the updated inventory and ranking of outfalls/interconnections based on monitoring results.

- No outfalls were inspected
- The above referenced outfall screening data is attached to the email submission
- The above referenced outfall screening data can be found at the following publicly available website:

Below, report on the number of outfalls/interconnections screened during this reporting period.

Number of outfalls screened:

Below, report on the percent of outfalls/interconnections screened to date.

Percent of outfalls screened:

Optional: Provide additional information regarding your outfall/interconnection screening:

Burlington has approximately 340 outfalls, almost all of which were located, inspected for condition and flow in the summers of 2017 and 2018. A handful were either not located or were found some way off from the expected location and the records were updated to reflect field truthing.

In the summers of 2018, 2019, 2020 and 2021 all of the outfalls that had been observed to have flow at any time were targeted for dry weather sampling. In that time, only approximately 39 outfalls had flow during dry

weather conditions when visited, each of which was sampled, some repeatedly. The only exceedances noted were attributed to wild animals entering the system. Measures were taken to exclude animals from stretches of the stormdrain system.

Catchment Investigations

If conducted, please submit all data collected during this reporting period as part of the dry and wet weather investigations. Also include the presence or absence of System Vulnerability Factors for each catchment.

- No catchment investigations were conducted
- The catchment investigation data is attached to the email submission
- The catchment investigation data can be found at the following publicly available website:

Below, report on the number of catchment investigations completed during this reporting period.

Number of catchment investigations completed this reporting period: 108

Below, report on the percent of catchments investigated to date.

Percent of total catchments investigated: 85

Optional: Provide any additional information for clarity regarding the catchment investigations below:

Most of the catchments were cleared by evaluating key junction manholes. Two had test results that exceeded thresholds in one parameter, surfactants in one case and chlorine in the other. No satisfactory explanation was found for either situation; for the surfactant findings, a camera was sent down an unmapped pipe which was seen to connect to a mapped pipe, but no intrusions into the pipe were observed; for high chlorine in one street, runoff or a leak seemed most likely but the water department found no evidence of even a low-level leak, salinity was low and no pools in the immediate area, so dumping of wash chemicals seemed possible.

IDDE Progress

If illicit discharges were found, please submit a document describing work conducted over this reporting period, and cumulative to date, including location source; description of the discharge; method of discovery; date of discovery; and date of elimination, mitigation, or enforcement OR planned corrective measures and schedule of removal.

- No illicit discharges were found
- The illicit discharge removal report is attached to the email submission
- The illicit discharge removal report can be found at the following publicly available website:

Below, report on the number of illicit discharges identified and removed, along with the volume of sewage removed during this reporting period.

Number of illicit discharges identified: 0

Number of illicit discharges removed: 0

Estimated volume of sewage removed: gallons/day

Below, report on the total number of illicit discharges identified and removed to date. At a minimum, report on the number of illicit discharges identified and removed since the effective date of the permit (July 1, 2018).

Total number of illicit discharges identified:

Total number of illicit discharges removed:

Optional: Provide any additional information for clarity regarding illicit discharges identified, removed, or planned to be removed below:

Employee Training

Describe the frequency and type of employee training conducted **during this reporting period**:

21 members of DPW frontline staff attended a pre-recorded IDDE training on June 24, 2024;
11 members of Recreation Department seasonal staff and 3 supervisors attended an in-person IDDE training provided by the Stormwater Coordinator on June 10, 2024;
The Stormwater Coordinator attended an IDDE training through Baystate Roads, providing a municipal update to the class, on February 29, 2024; Coordinator also received a Certificate in Stormwater Management from UNH in Permit Year 6.

MCM4: Construction Site Stormwater Runoff Control

Below, report on the construction site plan reviews, inspections, and enforcement actions completed during this reporting period.

Number of site plan reviews completed:

Number of inspections completed:

Number of enforcement actions taken:

Optional: Enter any additional information relevant to construction site plan reviews, inspections, and enforcement actions:

160+ inspections by town staff on 45 properties with Stormwater/Erosion Control permits; 97 inspection reports were received from outside Inspectors at commercial properties with Stormwater/Erosion control Permits.

80+ inspections by town staff on 40 properties with wetland permits; 86 received from outside Inspectors at properties with Wetland Permits.

There were few instances of either complaints from neighbors or direct observations of erosion controls being overtapped or missing or contractors directing site water into catchbasins that led to a request that the issue be addressed immediately; it usually was.

The Board of Health responded to 20 stormwater-related complaints (mostly related to sump pumps or grade changes)

MCM5: Post-Construction Stormwater Management in New Development and Redevelopment

Ordinance or Regulatory Mechanism

Date update was completed (due in year 3):

Website of ordinance or regulatory mechanism:

As-built Drawings

Below, report on the number of as-built drawings received during this reporting period.

Number of as-built drawings received:

Optional: Enter any additional information relevant to the submission of as-built drawings:

Each of the noted as-built plans went to the Conservation Commission for wetland, not purely stormwater, projects. Most were residential and each had required erosion controls and new structures required stormwater management features.

Street Design and Parking Lots Report

Below, describe any changes made or planned to be made to local regulations and guidelines based on the report completed in Year 4:

In May of 2024, Town Meeting adopted a revised "Parking Requirements and Standards" section of the zoning bylaw with the goal of reducing the amount of pavement required for new developments. This goal was achieved by reducing the maximum parking space requirements, providing new avenues for developers to further reduce their parking requirements and encouraging off-site parking. The new bylaw increased standards for parking lot design including allowing LID features for stormwater.

The Wetland Bylaw was updated in Permit Year 6, allowing for changes in the near future to the Wetlands Regulations as outlined in the Street Design and Parking Lots Report.

Green Infrastructure Report

Below, describe progress towards making green infrastructure practices allowable based on the report completed in Year 4:

No specific changes were identified in the Green Infrastructure Report as being needed to allow green infrastructure.

The Wetlands Bylaw was amended in Permit Year 6 to incorporate new resource area interests protected by the bylaw including climate adaptation and resilience. This will allow future changes to be made to the wetlands regulations to strengthen green infrastructure implementation.

Retrofit Properties Inventory

Below, list remaining permittee-owned properties that could be modified or retrofitted with BMPs to mitigate impervious areas (must maintain a minimum of 5 sites in inventory until less than 5 sites remain):

The following 5 properties are on the priority list for modification or retrofitting:

Burlington High School student main parking lot

Town Hall Complex, 21-29 Center Street

Francis Wyman Elementary School, 41 Terrace Hall Avenue

Pine Glen Elementary School

TRW Playground, 26 Burlington Mall Road

Below, list all properties that have been modified or retrofitted with BMPs to mitigate impervious area that were inventoried as part of 2.3.6.d of the permit and the type of BMP(s) implemented. Non-MS4 owned properties that have been modified or retrofitted with BMPs to mitigate impervious area may also be listed, but must be indicated as non-MS4.

Simonds Park, the demonstration project site, was funded and designed in Year 6 and is being constructed in the beginning of Year 7.

MCM6: Good Housekeeping

Catch Basin Cleaning

Below, report on the number of catch basins inspected and cleaned, along with the total volume of material removed from the catch basins during this reporting period.

Number of catch basins inspected: 167

Number of catch basins cleaned: 167

Total volume or mass of material removed from all catch basins: 84 cubic yards

Below, report on the total number of catch basins in the MS4 system.

Total number of catch basins: 3,284

If applicable:

Report on the actions taken if a catch basin sump is more than 50% full during two consecutive routine inspections/cleaning events:

2903 catch basins were cleaned in Year 5 and the Town Engineer developed a dashboard to display the status

of each structure. While staff is aware that certain basins such as those lower on slopes fill faster, this dashboard will facilitate identifying trends but another year of data will likely be needed. Town staff continues to clean catch basins between town-wide contracted cleaning, following established routes, so that different parts of the Town are covered each year.

Street Sweeping

Report on street sweeping completed during this reporting period using one of the three metrics below.

- Number of miles cleaned:
- Volume of material removed:
- Weight of material removed:

Stormwater Pollution Prevention Plan (SWPPP)

Below, report on the number of site inspections for facilities that require a SWPPP completed during this reporting period.

Number of site inspections completed:

Describe any corrective actions taken at a facility with a SWPPP:

The SWPPPS for the 2 new municipal facilities were finalised in mid-year-6; however 3 inspections were performed on each.
No corrective actions were necessary.

Additional Information

Monitoring or Study Results

Results from any other stormwater or receiving water quality monitoring or studies conducted during the reporting period not otherwise mentioned above, where the data is being used to inform permit compliance or permit effectiveness must be attached.

- Not applicable
- The results from additional reports or studies are attached to the email submission
- The results from additional reports or studies can be found at the following publicly available website(s):

If such monitoring or studies were conducted on your behalf or if monitoring or studies conducted by other entities were reported to you, a brief description of the type of information gathered or received shall be described below:

Additional Information

Optional: Enter any additional information relevant to your stormwater management program implementation during the reporting period. Include any BMP modifications made by the MS4 if not already discussed above.

Year 7**Activities Planned for Next Reporting Period**

Please confirm that your SWMP has been, or will be, updated to comply with all applicable permit requirements including but not limited to the year 7 requirements summarized below. (Note: impaired waters and TMDL requirements are not listed below)

Yes, I agree

- Complete investigations of catchments associated with Problem Outfalls
- Complete investigations of catchments where any information gathered on the outfall/interconnection identifies sewer input

Annual Requirements

- Annual report submitted and available to the public
- Annual opportunity for public participation in review and implementation of SWMP
- Keep records relating to the permit available for 5 years and make available to the public
- Properly store and dispose of catch basin cleanings and street sweepings so they do not discharge to receiving waters
- Annual training to employees involved in IDDE program
- Update inventory of all known locations where SSOs have discharged to the MS4
- Continue public education and outreach program
- Update outfall and interconnection inventory and priority ranking and include data collected in connection with the dry weather screening and other relevant inspections conducted
- Implement IDDE program
- Review site plans of construction sites as part of the construction stormwater runoff control program
- Conduct site inspection of construction sites as necessary
- Inspect and maintain stormwater treatment structures
- Log catch basins cleaned or inspected
- Sweep all curbed streets at least annually
- Continue investigations of catchments associated with Problem Outfalls
- Implemented SWPPPs for all permittee owned or operated maintenance garages, public works yards, transfer stations, and other waste handling facilities

- Review inventory of all permittee owned facilities in the categories of parks and open space, buildings and facilities, and vehicles and equipment; update if necessary
- Review O&M programs for all permittee owned facilities; update if necessary
- Implement all maintenance procedures for permittee owned facilities in accordance with O&M programs
- Implement program for MS4 infrastructure maintenance to reduce the discharge of pollutants
- Enclose all road salt storage piles or facilities and implemented winter road maintenance procedures to minimize the use of road salt
- Review as-built drawings for new and redevelopment to ensure compliance with post construction bylaws, regulations, or regulatory mechanism consistent with permit requirements
- Inspect all permittee owned treatment structures (excluding catch basins)
- Identify additional permittee-owned properties that could potentially be modified or retrofitted with BMPs to reduce impervious areas so that the permittee maintains a minimum of 5 sites in their inventory, until such a time when the permittee has less than 5 sites remaining

Provide any additional details on activities planned for permit year 7 below:

As mentioned above, the Year 6 retrofit was planned and finance secured. The construction will take place early in Year 7.

Part V: Certification of Small MS4 Annual Report 2023

40 CFR 144.32(d) Certification

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, I certify that the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Name: Paul Sagarino

Title: Town Administrator

Signature: 

Date: 9/16/2024

*[Signatory may be a duly authorized
representative]*

